

KDE Guidance on Writing a 30/60/90 Day Plan to Deploy Your Comprehensive School and District Plans

Rationale: A strategic plan (comprehensive school or comprehensive district plan) is necessary to design the big picture for what the school or district leadership wants to see happen over the course of a year and project three and five year horizon goals. The required Kentucky state plan is the big picture for the entire year. Beginning with the end in mind is always a good way to plan and determine where the funds will go. The year- long plan would be the one that would have the information for Federal reporting.

History: Since 2010 Priority Schools (formerly called SIG and Cohort 1 and 2 or PLA schools) have been using a 30/60/90 day planning format. This is really an activity plan for every 30 days that includes the granular or detailed steps that have to be done in a 30 day time frame to get results. Teams (leadership, council, teacher, PLCs) look at the work every 30 days to see if changes need to be made to improve the possibility that a goal would be reached. This process has proven very effective in some of these schools to the point their districts are requiring it of all schools. Great! Keep it up!

If you are interested: Available In early August KDE will have a 30 minute overview of writing a 30/60/90 day plan that was created by Linda Hall, Letcher County and Susan Brock, ERL in Leslie County to explain how the 30/60/90 works.

After you have built your year- long comprehensive plan, you could then break it into 30 day activities. All of this can be built in ASSIST. 30/60/90 day plans are required ONLY of Priority Schools but it is a good process and we recommend it. The separate 30 day plans can be housed in ASSIST, or schools/districts can build a plan by using Microsoft WORD to help drive the work. We suggest that those updates be transparent with your publics as you become comfortable with sharing the detail. You would only need to adjust the year- long plan in ASSIST when you make significant changes across the year or when you conduct a twice- a- year review with your stakeholders.

The comprehensive plan (explained in **What You Need to Know if You are Building a Comprehensive School or District Improvement Plan: A KDE Guidance Document from the Office of Next- Generation Schools and Districts**) is the one that must be posted on your school and district websites.